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ASSESSMENT AND STRENGTHENING PROGRAM FOR CIVIL SOCIETY ORGANIZATIONS AND GOVERNMENT OF PAKISTAN

Quarterly Program Performance Report July - September 2011



Group Picture of the training participants on Government Rules and Regulations –
September 28, 2011

October 25, 2011

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Acronyms

ACBP	Awardees Capacity Building Plan
AJK	Azad Jammu Kashmir
AiD	Associates in Development
ASP	Assessment and Strengthening Program
CB	Capacity Building
CDCP	Citizens Damage Compensation Program
CDWP	Central Development Working Party
CGA	Controller General of Accounts
CNIC	Computerized National Identity Card
COP	Chief of Party
CPO	Central Program Office
CSOs	Civil Society Organizations
EGD	Electronic Government Directorate
DCOP	Deputy Chief of Party
GOP	Government of Pakistan
GOS	Government of Sindh
IDS	Innovative Development Strategies
KP	Khyber Pakhtunkhwa
LUMS	Lahore University of Management Sciences
MER	Monitoring, Evaluation and Research
MoIT	Ministry of Information Technology
MSDP	Municipal Service Delivery Program
NADRA	National Database and Registration Authority
NRSP	National Rural Support Program
NTC	National Telecommunication Corporation
PCB	Pakistan Computer Bureau
PD	Provincial Director
PDMA	Provincial Disaster Management Authority
PDWP	Provincial Development Working Party
PMP	Performance Management Plan
PPO	Provincial Program Office
PPP	Public Private Partnership
QPR	Quarterly Performance Report
RFA	Revolving Fund Account
RSPN	Rural Support Programmes Network
SDMA	State Disaster Management Authority
SOW	Scope of work
SWG	Strategic Working Group
ToT	Training of Trainers
TPV	Third Party Validation
USAID	United States Agency for International Development

Executive Summary

The completion of the last quarter of year I of the ASP-RSPN marks the achievement of all targets as planned for the reporting quarter. The 4th Quarterly Performance Report (QPR) presents a snapshot of the programmatic progress, financial update and indicator wise performance during the reporting period from July to September 2011.

The reporting quarter witnessed progress under four (4) components of the ASP-RSPN. The important assignment of Third Party Validation (TPV) of the Citizens' Damage Compensation Program (CDCP) has been completed successfully in twenty four (24) districts of Khyber Pakhtunkhwa (KP), eight (8) districts of Punjab and seven (7) districts of Gilgit Baltistan (GB), while it has commenced in Azad Jammu & Kashmir (AJK). Furthermore, pre-award assessments of five (5) private sector organizations have been satisfactorily concluded. Under the Capacity Building (CB), the pre-obligation CB obligations have been completed for Municipal Services Delivery Program (MSDP), Sindh and Sindh Basic Education Program (SBEP). CB plans and PC-Is for the two assignments have been submitted to USAID. Research on Revolving Fund Account (RFA) has been completed. Two (2) Trainings have been organized under the Awardees Capacity Building in accordance with the awardees CB plan.

On the operational side, ASP-RSPN has been engaged in a number of meetings with various stakeholders. Coordination meetings with Government of Pakistan at both Central Program Office (CPO) and Provincial Program Offices (PPOs) in regard of the TPV; meetings with all the stakeholders involved in the research on RFA; dialogues with the Government of Sindh (GOS) for the CB of MSDP, Sindh and SEP; Strategic Working Group (SWG) meetings among the implementing partners of ASP; and meetings with USAID at various levels are all part of the reporting period.

I. INTRODUCTION

The United States Agency for International Development (USAID) funded five-year capacity-building initiative “Assessment and Strengthening Program” (ASP) for Civil Society Organizations and the Government of Pakistan is implemented by Rural Support Programmes Network (RSPN), Associates in Development (AiD) and Lahore University of Management Sciences (LUMS). The program aims at strengthening the management capacities of Government and civil society organizations (CSOs) for transparent and accountable utilization of USAID resources to enhance aid effectiveness.

The overall management structure of ASP-RSPN, having National Rural Support Program (NRSP) as a sub-partner, comprises a Central Program Office (CPO) and four Provincial Program Offices (PPOs) in the provincial capitals. The CPO is supporting in terms of coordination, overall management, reporting to donor, catering to government & donor requirements and making necessary contractual arrangements. Working with provincial governments, provincial offices of federal governments and CSOs in the respective areas, the PPOs are supporting CPO in implementing the Program at the provincial level.

According to the Cooperative Agreement, ASP-RSPN aims to address the Government of Pakistan (GOP) organizations (federal & provincial) constituting 75% of the total organizations. The rest includes non-profit and for-profit organizations, to the extent of 20% and 5% respectively, for pre-award assessment, capacity building and annual validation. USAID identifies the autonomous organizations, government departments and CSOs whose institutional assessment followed by enhancing development needs are to be done through ASP-RSPN as per the approved organization-specific capacity building plan. The periodic re-assessment/validation of the USAID’s potential implementing partners from government and civil society sector will also be carried out to assess and maintain the level of compliance against the support extended under capacity building component.

2. PROGRAM ACTIVITIES

Satisfactory progress has been made in the reporting quarter under the programmatic activities of ASP-RSPN. The four components of the ASP-RSPN i.e., pre-award assessments, capacity building, research and awardees capacity building have gained a vivid momentum as ASP-RSPN enters into its second year of inception. The following section details the activities performed under each component of ASP-RSPN:

2.1. Pre-Award Assessments

ASP-RSPN has made a major stride under the component since the last reporting period accomplishing a target of 44 assessments – 39 assessments under Third Party Validation (TPV) of Citizens Damage Compensation Program (CDCP) and 5 pre-award assessments of for-profit organizations. TPV of CDCP is an important assignment under pre-award assessments. USAID assigned ASP-RSPN to carry out the special task of the TPV to support GOP to authenticate the accuracy of the data compiled by the Provincial Governments. Thus far, the exercise has been

accomplished in 24 districts of KP, 8 districts of Punjab and 7 districts of Gilgit Baltistan (GB), while it has been initiated in 10 districts of Azad Jammu & Kashmir (AJK).

Pre-award assessments of five (5) private sector organizations have been concluded in the reporting period. The assessments were initiated in the same quarter. The five organizations are: National Development Consultants (NDC), NESPAK, AA Associates, ABACUS Consulting Private Limited, and Halcrow Private Limited. The following section provides further details of the five assignments under pre-award assessments.

The core purpose of the **pre-award assessment** is to determine the internal controls and administrative and financial management systems of a proposed first-time USAID recipient. This will include, but not be restricted to Control Environment, Financial Management and Accounting, Procurement Management Systems, Personnel Policies and Payroll Systems, Monitoring & Evaluation and Absorptive Capacity

2.1.1 TPV of CDCP

In response to the recent floods in the country, Government of Pakistan initiated the Citizens Damage Compensation Program— a cash-grant program for early recovery from the calamity in all four provinces i.e. Khyber Pakhtunkhwa, Sindh, Punjab and Balochistan as well as Gilgit-Baltistan and Azad Jammu and Kashmir (AJK). The Phase-I of CDCP, also called Watan Card Program, was initiated with a one-off payment of PKR 20,000 to the affected families.

The Government of Pakistan envisaged phase-II of CDCP to be implemented with the support of development partners. An amount of PKR 40,000 would be paid to the flood victims as compensation through a cash card. Phase-II will use housing damage as an indicator for determination of the flood affected households. Government of Pakistan and the development partners agreed to commission TPV of the survey of damaged houses in order to determine the accuracy of the data compiled by the provincial and regional governments to ascertain that the cash grant is disbursed to the deserving people in Phase II. USAID decided to support the GoP for the TPV and therefore assigned the task of conducting the TPV to ASP-RSPN.

The inception report for the TPV was initially approved by USAID on April 22, 2011 which was later revised and approved on June 27, 2011. After the requisite planning and monitoring tools were developed for the exercise during the last reporting period, the assignment commenced in KP in the current reporting period. The province-wise update on the assignment is given below:

KHYBER PAKHTUNKHWA (KP)

- i. NADRA provided the data for KP of 282,268 households on June 8, 2011. After the initial data cleaning and sampling for the province, cluster-wise trainings were organized for the field teams at 4 locations as per the following schedule:

Clusters	Districts	Training Venue	Training
Cluster 1	Charsadda	Nowshera	5 th – 7 th July
	Mardan		
	Nowshera		
	Peshawar		
	Swabi		
Cluster 2	Abottabad	Haripur	5 th – 7 th July
	Batagram		
	Haripur		

Clusters	Districts	Trainng Venue	Training
Cluster 3	Kohistan	Swat	9 th – 11 th July
	Mansehra		
	Buner		
	Chitral		
	Lower Dir		
	Malakand		
	Shangla		
	Swat		
Cluster 4	Upper Dir	Kohat	5 th – 7 th July
	Bannu		
	D.I. Khan		
	Hangu		
	Karak		
	Kohat		
	Lakki Marwat		
	Tank		

All the district supervisors, field supervisors, editors and two (2) enumerators from each district participated in the trainings.

- ii. Enumeration activity in five (5) districts- Peshawar, Mardan, Nowshera, Sawabi and Charsadda was taken on priority. The enumeration commenced in these districts on July 9, 2011.
- iii. Enumeration in three more districts – Abbottabad, Haripur and Mansehra started on July 10, 2011. By July 15, enumeration in all the districts had initiated except Battagram and Kohistan where field activities commenced on July 20.
- iv. The data entry was carried out simultaneously at the head office in Islamabad.
- v. The results of Round-I for the first five districts were shared with NADRA on July 26, while the remaining nineteen (19) districts' results were shared on August 1, 2011.
- vi. A robust monitoring was adopted at the field level involving PPO KP team along with CPO team ensuring quality of data.
- vii. Round-II was conducted in the two districts in August. These results have also been shared with NADRA.
- viii. "Not Found" cases in eight districts were significant enough to alter the results. Therefore, it was decided to re-survey such cases. Three (3) districts have been re-surveyed for "Not Found" cases in the reporting period and the results have been shared with NADRA. The remaining five (5) districts will be revisited for such cases in next quarter.



Figure 1: Prime Minister Yousuf Raza Gillani distributing cash to the flood affectees in Charsadda

PUNJAB

- ix. ASP-RSPN received the data for eight (8) districts of Punjab - DG Khan/Rajanpur, Mianwali, Bhakkar, Layyah, Jhang, Khushab, Sargodha, comprising of 170,591 households from NADRA on August 25, 2011. While, the data for remaining three districts – Multan, Rahim Yar Khan and Muzaffargarh, was received on September 7, 2011 consisting of 134,352 households.
- x. The TOT was held in Multan for all the district supervisors of Punjab on July 14 to 16.
- xi. The training for field teams, including field supervisors, enumerators and editors, was organized in three (3) clusters on following schedule:

S No	Districts	Training Venue	Training Dates
1	DG Khan/Rajanpur	DG khan	4 th – 5 th September
2	Mianwali	Mianwali	
3	Bhakkar	Bhakkar	
4	Layyah	Layyah	9 th – 11 th September
5	Jhang	Sargodha	
6	Khushab		
7	Sargodha		
8	Multan	Multan	17 th -19 th September
9	RahimYar Khan		
10	Muzaffargarh		

- xii. Enumeration in cluster 1 was taken on priority and commenced on September 6, 2011. ASP-RSPN completed the task in eight (8) days and shared the results of the three districts of cluster 1 with NADRA on September 14.
- xiii. Enumeration in cluster 2 started on September 13 and 14, and the results of all the five (5) districts in the cluster were shared with NADRA on September 30, 2011.
- xiv. Enumeration in cluster 3 has been initiated on September 20 and 21. The results of the three districts in the cluster will be submitted to NADRA in the first week of next reporting month.



Figure 2 : Monitoring visit of Ms Karen Levine from USAID to Sargodha – September 19

GILGIT BALTISTAN

- xv. The data for all the seven (7) districts of GB was shared with ASP-RSPN on August 9 of 13,182 affected households.
- xvi. The training for the field teams was organized in Gilgit from August 17 to 19.
- xvii. Data collection in GB started on August 21, 2011.



Figure 3 : Training of field staff in GB

- xviii. An extensive monitoring of the enumeration was ensured even in the most far-flung valleys of Gilgit Baltistan.



Figure 4 : Enumerators in the field –*District Ghizer in GB*



Figure 5 : Thumbprint of the respondent being taken during enumeration – *District Hunza Nagar*



Figure 6: Enumerator filling the Questionnaire – *District Gilgit*



Figure 7: Enumerator taking the GPS coordinates at the doorstep – *District Gilgit*



Figure 8: Door marking “CDCP DONE” after the survey of the household – *District Ghizer*

AJK

- xxi. AJK data containing 6,091 records in ten (10) districts was provided to ASP-RSPN on September 10, 2011. Sampling has been done and training for the field staff has been conducted on the following schedule:

S NO	Districts	Training Venue	Training
1	Bagh	Rawlakot	24th – 26th September
2	Kotli		
3	Haveli		
4	Sudhnoti		
5	Rawlakot		

6	Mirpur	Mirpur	
7	Bhimber	Muzaffarabad	
8	Neelum		
9	Hattian		
10	Muzaffarabad		

- xxii. Enumeration has commenced in all the ten districts of AJK on September 28, and will be completed by the end of next month.

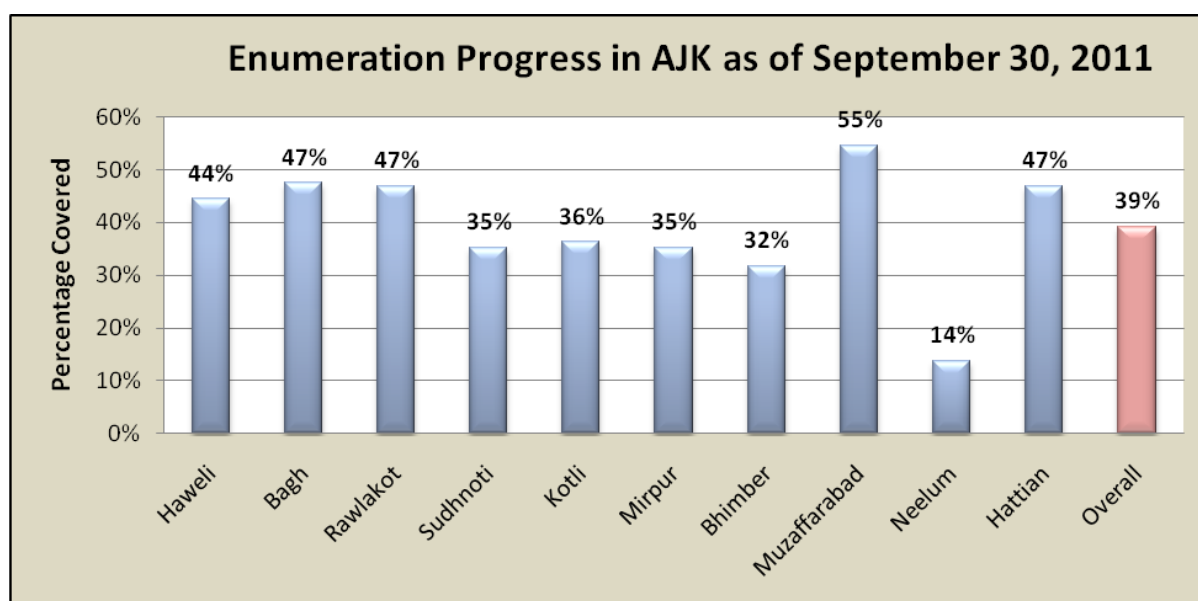


Figure 9: Enumerator taking the picture of a household whose house is under the Mangla Dam – District Mirpur



Figure 10: Monitoring Visit of Liz Palmer to TPV activities in Baltistan; DCOP ASP-RSPN accompanies – September 13

- xxiii. The enumeration progress in AJK as of current quarter end is given below. ASP-RSPN reported daily enumeration progress on TPV in all the provinces on the same format to the stakeholders.



SINDH

- xxiv. Due to the monsoon rains of the current year in Sindh, various issues arose with regard to the TPV exercise in the province. According to NADRA, data list of 234,000 households from twelve (12) districts of Sindh was shared by PDMA Sindh affected by last year's flood. However, this year five (5) more districts have been severely hit by rains in addition to the seventeen (17) affected last year, adding up to a total figure of twenty two (22) flood-hit districts. Eight of the districts have been declared calamity-hit by the government authorities. This might have implications on the scope of TPV, and data could be further delayed. Keeping it in view, ASP-RSPN floated a concept note to USAID in this regard, and a final decision is awaited.

BALUCHISTAN

- xxv. PDMA, Balochistan finalized CDCP lists on the basis of revised lists from districts and shared district lists with NADRA Islamabad accordingly in which PDMA finalized the figure of 57,089 as CDCP flood affectees with complete information including CNICs. The PPO Balochistan has been continuously engaged with the PDMA in facilitating and expediting the data lists' compilation.

2.1.2 A.A. Associates Karachi

A.A. Associates is a for-profit private organization specialized for provision of consultancy in engineering, architecture and planning. Upon intimation from USAID for pre-award assessment on August 12, 2011 ASP-RSPN immediately initiated the planning process for the exercise. The entrance meeting was held at the A.A. Associates head office in Karachi on August 22. Representatives from KPMGTH, USAID, ASP-RSPN's CPO and PPO participated in the meeting. The mid-review meeting was held on August 30 and followed up with exit meeting was held on September 19. The final assessment report has been shared with USAID on September 27, 2011.

2.1.3 ABACUS Consultancy Private Limited

ABACUS Consulting Private Limited is a for-profit organization specialized in providing IT and HR services all across Pakistan. The head office is located in Lahore. ASP-RSPN started the pre-award assessment of the firm upon intimation from USAID with an entrance meeting on July 25, 2011. The mid-review meeting was held on August 10. KPMGTH submitted the draft report on August 17. The report was reviewed at ASP-RSPN on the same date and submitted back to KPMGTH. The final report was submitted to USAID on August 23 after the exit meeting on August 19, 2011.



Figure 11: Entrance meeting on July 25, 2011 for pre-award assessment of ABACUS Consultancy, Lahore.

2.1.4 National Development Consultants

National Development Consultants (NDC) is a for-profit private organization specialized for provision of engineering consultancy and technical advisory. ASP-RSPN received the intimation for the pre-award assessment of NDC from USAID on August 12. The planning for the activity and interaction with NDC commenced immediately and the entrance meeting was held on August 20. The mid review and the exit meetings were held on August 29 and September 21 respectively. The final report has been sent to USAID on September 28, 2011.

2.1.5 Halcrow Private Limited

Halcrow Private Limited is a for-profit organization having specialization in services for property, transportation, water, energy, environment and development sectors. USAID sent the intimation to initiate the assessment to ASP-RSPN on August 18. The planning phase including immediate interaction with the firm along with formulation of the work plan was completed by August 25, 2011. The execution started on August 26 through an entrance meeting with the organization at their head office in Islamabad. A mid-review meeting was held on September 7 and the exit meeting organized on September 20. The assessment report, after being finalized at ASP-RSPN and duly incorporating USAID's comments, has been submitted to USAID on September 27, 2011.

2.1.6 NESPAK

NESPAK is a for-profit organization and an engineering consultancy firm with its head office in Lahore. ASP-RSPN received the intimation from USAID to initiate the assessment on August 18. Following completion of the initial preparatory activities, the formal execution commenced from August 26 with the entrance meeting taking place at NESPAK's office in Islamabad. The mid-review meeting and the exit meeting were held combined on September 30. The final report has been submitted to USAID in the same reporting period.

2.2. Institutional Capacity Building

The institutional capacity-building component of ASP-RSPN had taken off during last quarter with the first assignment of Municipal Services Development Program (MSDP), Sindh. During the current reporting period, capacity building of the Sindh Basic Education Program (SBEP) has also been initiated. The pre-obligation capacity building has been completed for the two assignments with development of CB plans and PC-Is for both organizations. Moreover, the Needs assessment framework and M&E framework for MSDP have also been submitted to USAID. The following section provides details of the progress reported in the last period on the Institutional Capacity Building:

Institutional capacity building component will focus on improving policies and procedures of the recipient organizations to achieve specific institutional development objectives and tangible outcomes in order to make these local organizations utilize USG and other donors' funds efficiently and effectively for the agreed program/project objectives. ASP will address these gaps by implementing organization specific capacity development plans.

2.2.1 Municipal Services Development Program, Sindh

1. The initial three-phased capacity-building plan on holistic basis was prepared for the MSDP during last quarter. The approval of the plan was given by USAID in the current reporting period.
2. During the same period, ASP-RSPN submitted its final comments on the PC-I to USAID on July 15, 2011. PC-I has been cleared by the Technical Committee of P&D Department Sindh as well as the PDWP and has been submitted to Planning Division for consideration by CDWP.
3. A meeting was held on 17th August 2011 regarding establishment of PMU of MSDP. The meeting identified further areas where immediate support of ASP-RSPN was required by P&D Department. It was agreed that ASP-RSPN would develop Job Descriptions for PMU staff and RFQs for the procurement of office equipment, furniture and accommodation. These documents were prepared and shared with P&DD as per agreed timelines.
4. The M & E and Need Assessment Frameworks have been finalized and approved by USAID.
5. The formulation of Financial Management Framework has been initiated at ASP-RSPN which will be shared with USAID in the next quarter.

2.2.2 Sindh Basic Education Program

US Government has shown willingness to provide assistance for the improving the education system in eight districts of Sindh, mainly falling in 2010 flood affected areas. GOS and USAID Pakistan signed an agreement of USD 155 million grants for SBEP on September 22, 2011. The goal of the Sindh Basic Education Program is to increase and sustain student enrolment in primary, middle and secondary schools. The program has following specific objectives:

1. Construction/ reconstruction of schools affected by the floods of 2010.
2. Support to GOS in policy reforms to merge, consolidate and upgrade schools.
3. Community mobilization with a focus on improving enrolment rates particularly girls.
4. Provide Technical assistance to the Department of Education, Sindh.
5. Introduce Monitoring and Evaluation mechanisms to ensure rapid and efficient implementation of activities.
6. Provision of engineering design and construction supervision services in the establishment of Office of Infrastructure and Engineering (OIE).

During the reporting period, ASP developed a Capacity Building (CB) Plan based on the Risk Mitigation Framework (RMF). It has been approved by USAID. Moreover, PC-I has been developed and submitted as well. A number of meetings were held in this regard. Some of the important ones include meeting with Reform Support Unit (RSU) of Education department on August 10; meeting with Secretary Education, GOS on August 26; and a series of meetings with the USAID Pakistan's Education Section team with effect from August 5 in Karachi.

2.3. Validation

ASP-RSPN has outlined the framework for the validation activities in the reporting period. Moreover, the result level output indicators have been outlined in the revised PMP. Formal intimation for starting a validation exercise is awaited from USAID.

The **validation** process aims to target four specific objectives. Firstly, ensure continued compliance with standards and procedures identified by the USAID/ASP. Secondly, categorize GOP and For-Profits entities for capacity building and CSOs for further capacity building. Thirdly, refer CSOs, For-Profits and GOP for capacity building, when gaps are identified. Fourthly, develop benchmarks for graduation from annual validation.

2.4. Research

In consultation with USAID, ASP-RSPN identified areas of significance where research needed to be carried out for improving understanding and building capacity of GOP institutions and CSOs. **Revolving Fund Account (RFA)/ Assignment Account** was taken on priority for research and a strategy paper with objectives and timelines was approved in the last reporting period. The research activity was initiated on July 1, 2011. Literature was reviewed identifying the

Research component deals with setting up of research agenda specifically in Financial Management, Procurement Management and Administrative Management. ASP will work on compilation of a compendium of Federal and Provincial Governments important manuals, rules and regulations on development projects and donors funded programs in order to bring clarity for the implementation agencies and also identify gaps in these rules and procedures.



Figure 12: PFM meeting on RFA on September 27

USAID during the second year of the program. Based on the approved first draft of Assignment Account report, a training manual and a toolkit for the revised notification have also been prepared. These documents will be revised based on improved versions of the Assignment Account report. On September 27, 2011, a presentation on the research was made in a meeting where representatives from World Bank, USAID and GOP participated. The participants expressed support for the recommendations.

bottlenecks in the establishment and maintenance of RFA, meetings at various levels held, interviews and group discussions conducted, all the stakeholders were taken on board and the research paper was finalized and submitted to USAID on September 1, 2011. USAID reviewed the paper and second draft was submitted on September 12. The final paper with policy recommendations on the gaps identified has been approved by USAID. However, additional areas for in-depth analysis have been requested by



Figure 13: Presentation to PFM meeting participants on RFA – September 27, 2011

The phase-II of research, i.e., taking the research to policy level is envisaged to be tackled in the next quarter. Advocacy workshops will be held in this regard. An addendum has been received from USAID in the research scope which is already under process.

Two more topics have been identified in the reporting period for conducting research:

1. **Project Management Unit (PMU),** and
2. **GOP Project Cycles.**

The first subject aims at studying the Government of Pakistan's approach towards the establishment and staffing of PMU and identify improvements required by way of reform, while the latter will be targeted to analyze the procedure adopted by GOP for project design, approval and Implementation, with a view of proposing improvements. The concept notes on the two assignments have already been shared with USAID for approval.

2.5. Awardees Capacity Building

In the last reporting period, ASP-RSPN had drafted the Awardees Capacity Building Plan (ACBP) with key areas identified for training courses. The plan was approved in the current reporting period. The execution of the plan commenced with two-day training on **Disaster Risk Management**. The training was held at CPO ASP-RSPN on September 19 and 20 where 13 participants (11 male and 2 female) from NRSP, RSPN and ASP participated. The training covered the basic concepts of disaster and disaster management; disaster management in the

The **Awardees Capacity Building** component will target project staff as well as partner organizations under the ASP to have a holistic and integrated capacity building program. The needs assessments will reflect the institutional needs of each partner and identify capacity building initiatives each partner would require. As part of this capacity building plan, relevant staff will be oriented in basic USAID and government systems and procedures.



Figure 14: COP ASP-RSPN addressing the participants of the Disaster Management training at CPO – September 20



Figure 15: Participants of the Disaster Management Training

context of Pakistan; and a simulation exercise on an earthquake disaster by the participants.

A second training under the component was held from September 26 to 28 on **Government Rules and Regulations**. The three-day training was attended by 26 participants (24 male and 2 female) from NRSP, ASP and RSPN. The training covered the rules and regulation by the government departments in planning to implementation of development projects, PC-I formulation, PC-II to PC-V, financial management from budgeting to spending to reporting in the public sector.



Figure 16: COO RSPN addresses the participants of the training on Government Rules and Regulations on September 28, 2011



Figure 17: Participants of the training on Disaster Management – September 20, 2011

The workshop on disaster management was addressed by DCOP while COP participated in a session on planning during the training on government rules and regulations.

ASP-RSPN also improved, in the same reporting quarter, the Financial Management Manuals for NRSP and RSPN in accordance with the ACBP.

3. OPERATIONS AND START-UP ACTIVITIES

This section mainly outlines the operational progress made by the ASP-RSPN during the reporting period July to September 2011. The details of the activities undertaken are as under:

3.1. ASP Website

With the formal approval of the contents of the website by USAID, the official website of ASP has been launched on September 10, 2011 in joint collaboration of the three implementing partners – Lahore University of Management Sciences, Associates in Development (AiD) and RSPN. The lead on maintaining and updating the website has been taken by ASP-RSPN and the portal on the website will be hosted by LUMS.

3.2. SWG Meetings

A total of nine Strategic Working Group (SWG) meetings were held during Year-I of ASP. The last three of them were held during the current reporting quarter. ASP-RSPN actively participated in all three. The first was held at ASP-AiD on July 21, second at ASP-RSPN on August 15 and third at ASP-LUMS on September 19, 2011. Each implementing partner shared a progress update at the meetings as a regular agenda item. In the second SWG meeting held at ASP-RSPN, the new

Agreement Officer for ASP USAID Mr. X participated by way of introduction. In the same meeting, USAID presented on financial Reporting and Management procedures at USAID. Performance Audit was another important agenda item of the meeting.



Figure 18: SWG meeting held at ASP-RSPN where new Agreement Officer was introduced – August 15



Figure 19: SWG meeting held at ASP-AiD – July 21

3.3. Meeting with NSPP

ASP-RSPN following the approach of building new partnerships with relevant Pakistani institutions, engaged in discussion with the National School of public Policy (NSPP) regarding training and other CB initiatives. NSPP is a government owned entity having presence at federal level as well as in all the four provinces and specializes in providing training for the strategic level management, both in public and private sector. As follow-up to the meetings of COP with Rector NSPP, the management of ASP held meetings to identify potential areas of collaboration. On September 19, 2011, an introductory meeting was held in this regard at NSPP Lahore. DCOP ASP-RSPN and AOTR USAID participated in the meeting. Representatives from NSPP briefed the ASP team about the upcoming events, programs, courses and trainings offered by the School.

3.4. Revised Performance Management Plan (PMP) and Wok plan

As per USAID requirements and after a series of meetings with all ASP partners for drafting an “Umbrella PMP” which can accommodate all the relevant interventions of the three partners, ASP-RSPN revised the Performance Management Plan (PMP). Additional output indicators were added to the design. Based upon the common Results Framework of ASP the Work Plan was also amended accordingly. The two revised documents have been conveyed to USAID for approval.

FY 2010-2011 Quarterly Performance Data Table (PDT) Report
Assessment and Strengthening Program – Rural Support Programmes Network (RSPN)

**Intermediate/Sub-Intermediate
Results**

Results and Output Indicators

I. Implementing partners' and host-country institutions capacity building needs addressed through trainings, technical assistance and introduction of improved policies and processes

Result level Indicators

I.1 Number of implementing partners who have received training or technical assistance

Cumulative as of Jun 2011		4th Qtr		Cumulative as of Sep 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	MSDP Sindh and SEP
-	-	2	2	2	2	

I.2 Number of policy reforms recommended for improvement of policies, procedures and systems and leading to another program/initiative

Cumulative as of Jun 2011		4th Qtr		Cumulative as of Sep 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Based on research, recommendations will be made in the next year
-	-	-	-	-	-	

Output level Indicators

I.1.1 Number of USG-supported capacity building plans executed to strengthen the institutional capacity of implementing partners

Cumulative as of Jun 2011		4th Qtr		Cumulative as of Sep 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Pre obligation CB plans executed for MSDP Sindh and SEP
-	-	2	2	2	2	

I.1.2 Number of USG-supported capacity building initiatives executed to strengthen the institutional capacity of implementing partners

Cumulative as of Jun 2011		4th Qtr		Cumulative as of Sep 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	PC-leach for MSDP Sindh and SEP, development of M&E, Need Assessment frameworks and JDs for MSDP
-	-	5	5	5	5	

I.1.3 Number of assessments conducted

Cumulative as of Jun 2011		4th Qtr		Cumulative as of Sep 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Third Party Validation for 39 transaction based units; ABACUS Consulting, AA Associates, National Development Consultants, Halcrow and NESPAK
-	-	44	44	44	44	

I.1.4 Number of USG-supported capacity building plans developed to strengthen the institutional capacity of implementing partners

Cumulative as of Jun 2011		4th Qtr		Cumulative as of Sep 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Pre and Post obligations of MSDP Sindh & SEP
1	1	3	3	4	4	

I.1.5 Number of research studies aimed at enhancing institutional capacity/ policies & procedures completed with USG assistance

Cumulative as of Jun 2011		4th Qtr		Cumulative as of Sep 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Assignment Account
-	-	1	1	1	1	

I.1.6 Number of success stories, case studies and research papers produced

Cumulative as of Jun 2011		4th Qtr		Cumulative as of Sep 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Revised Notification on Assignment Account
-	-	1	1	1	1	

I.1.7 Number of policy and legislative reform advocacy workshops conducted through USG assistance

Cumulative as of Jun 2011		4th Qtr		Cumulative as of Sep 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Advocacy workshop with donors on Assignment account
-	-	1	1	1	1	

1.1.8 Number of training programs developed through USG assistance for effective utilization of USG resources

Cumulative as of Jun 2011		4th Qtr		Cumulative as of Sep 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Training programs developed for TOT (District supervisors only) and Enumeration teams (field supervisors, enumerators, editors etc)
-	-	2	2	2	2	

1.1.9 Number of training conducted through USG assistance for effective utilization of USG resources

Cumulative as of Jun 2011		4th Qtr		Cumulative as of Sep 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Training programs implemented for TOT (District supervisors only) and Enumeration teams (field supervisors, enumerators, editors etc)
-	-	2	2	2	2	

1.1.10 Number of participants from implementing partner receiving training for effective utilization of USG resources

Cumulative as of Jun 2011		4th Qtr		Cumulative as of Sep 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Training programs participants from TOT (District supervisors only) and field teams trainings (district supervisors, field supervisors, enumerators, editors etc)
-	-	220	220	220	220	

2. Annual compliance validations performed to ensure smooth implementation of the new policies and procedures

Result level Indicators

2.1 Number of assessed potential USAID partners with improved implementation of USAID standards

Cumulative as of Jun 2011		4th Qtr		Cumulative as of Sep 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	
-	-	-	-	-	-	

Output level Indicators

2.1.1 Number of annual validations completed to re-assess level of institutional capacity for effective utilization of USG resources as a result of USG investments

Cumulative as of Jun 2011		4th Qtr		Cumulative as of Sep 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	
-	-	-	-	-	-	

3. Awardees capacity to conduct pre-award assessments, validations, research, and management trainings enhanced

Result level Indicators

3.1 Awardees capacity building plans implemented

Cumulative as of Jun 2011		4th Qtr		Cumulative as of Sep 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Implementation has been initiated in the current quarter.
-	-	-	-	-	-	

Output level Indicators

3.1.1 Awardees capacity building plans developed

Cumulative as of Jun 2011		4th Qtr		Cumulative as of Sep 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	ASP-RSPN, NRSP and RSPN.
-	-	3	3	3	3	

3.1.2 Number of capacity development initiatives undertaken by awardees including training for effective management of their respective programs

Cumulative as of Jun 2011		4th Qtr		Cumulative as of Sep 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	2 Trainings conducted and 2 Manuals improved.
-	-	4	4	4	4	

HIGHLIGHTS – ACTIVITIES MATRIX

SN	Activities	Progress Status	
		Apr 2011 – Jun 2011	Jul 2011 – Sep 2011
Program activities			
1	Participation in the Strategic Working Group meetings	3 meetings held	3 meetings held
2	ASP Website	Completed and Launching planned on July 22	Launched
3	Operational manual	Finalized for approval by RSPN	Approved by USAID
Program deliverables			
1	ASP-RSPN Performance Management Plan	Revised and Submitted to USAID	Revised and Submitted to USAID
2	Quarterly Progress Report Apr-Jun 2011	-	Submitted to USAID
3	ToT for district supervisors of AJK, KP and GB	Conducted	-
4	ToT for Punjab	-	Conducted
5	Field staff training in Punjab	-	Conducted
6	Field staff training in GB	-	Conducted
7	Field staff training in AJK	-	Conducted
8	Sampling for Punjab	-	Sample drawn for all 11 districts
9	Sampling for GB	-	Sample drawn for all 7 districts
10	Sampling for AJK	-	Sample drawn for all 10 districts
11	24 District reports for KP	-	Submitted for 24 districts
12	8 District reports for Punjab	-	Submitted for 8 districts
13	7 District reports for GB	-	Submitted for 7 districts
14	Assessment report for NDC	-	Submitted to USAID
15	Assessment report for HALCROW	-	Submitted to USAID
16	Assessment report for AA Associates	-	Submitted to USAID
17	Assessment report for NESPAK	-	Submitted to USAID
18	Assessment report for ABACUS	-	Submitted to USAID
19	Capacity Building Plan for MSDP, Sindh	Submitted to USAID	Approved
20	PC-I for MSDP, Sindh	Submitted to USAID	Approved
21	Need Assessment framework for MSDP, Sindh	-	Submitted and approved by USAID
22	M&E Framework for MSDP, Sindh	-	Submitted and approved by USAID
23	Financial Management Framework for MSDP, Sindh	-	In progress
24	Capacity Building Plan for SBEP	-	Submitted to USAID
25	PC-I for SBEP	-	Submitted to USAID
26	Research Paper on Assignment Account	-	Approved by USAID

27	Training Manual on Assignment Account	-	Approved by USAID
28	Toolkit on Assignment Account	-	Approved by USAID
29	Implementation of Awardees Capacity building Plan	-	In progress
30	Financial Management Manual for RSPN	-	Improved
31	Financial Management Manual for NRSP	-	Improved
32	Training on Disaster Management	-	Conducted
33	Training on Government Rules and Regulations	-	Conducted

4. FINANCIAL PROGRESS

Rural Support Programmes Network
Assessment and Strengthening Program for CSOs & GOP
Cooperative Agreement # 391-A-00-11-01201-00
Financial Progress as of September 2011 (All figures in USD)

	A	B						C
ACTIVITY	APPROVED BUDGET	DISBURSEMENTS						Remaining Budget
		As of June 2011	Current Period				Cumulative Totals	
			Jul 2011	Aug 2011	Sep 2011	Total		
Budget Line Items	1	2	3	4	5	6=3+4+5	7=2+6	8=1-7
Salaries and wages	2,562,920	164,069	34,905	34,451	36,282	105,638	269,707	2,293,213
Fringe Benefits	861,789	48,639	4,769	9,645	15,249	29,664	78,303	783,486
Travel and Transportation	471,991	3,148	718	2,346	1,203	4,267	7,415	464,576
Equipment	63,357	57,642	-	11,586	-	11,586	69,228	(5,871)
Supplies	65,250	56,132	3,010	-	-	3,010	59,142	6,108
Contractual	7,012,532	26,752	24,250	76,944	77,844	179,039	205,790	6,806,742
Pre-award Assessments	1,451,000	19,303	23,358	72,535	77,844	173,738	193,041	1,257,959
Institutional Capacity Building	4,745,000	-	-	3,690	-	3,690	3,690	4,741,310
Annual Validation	577,000	-	-	-	-	-	-	577,000
Recurring Operational Costs	239,532	7,449	892	719	-	1,611	9,060	230,472
Other Direct Costs	1,768,548	86,800	9,202	9,845	18,915	37,962	124,762	1,643,786
Research	813,453	10,424	209	2,194	6,691	9,094	19,518	793,935
Awardees Capacity Building	280,000	12,171	-	-	7,223	7,223	19,395	260,605
Recurring Operational Costs	675,094	64,205	8,993	7,651	5,001	21,644	85,849	589,245
Sub-awards	5,354,577	453,505	62,060	68,688	61,578	192,518	646,022	4,708,554
Total Direct Costs	18,160,965	896,688	138,913	213,697	211,072	563,682	1,460,370	16,700,595
Indirect Costs @ 10%	1,816,096	78,477	11,056	35,259	21,107	67,422	145,899	1,670,197
TOTAL	19,977,061	975,165	149,969	248,957	232,179	631,104	1,606,269	18,370,792